



भारत सरकार
GOVERNMENT OF INDIA
वित्त मंत्रालय, राजस्व विभाग
Ministry of Finance, Department of Revenue
सीमा शुल्क आयुक्त का कार्यालय (निवारक)
Office of the Commissioner of Customs (Preventive)
पूर्वोत्तर क्षेत्र, North Eastern Region
110 MG Road, Shillong, Meghalaya
फोन/Phone: 0364 – 2222597, 2225325, 2229005, 2210103
फैक्स/Fax: 0364 – 2223440, 2229007 Email: cus.shg-meg@nic.in



Trade Notice No. 05/2020

Dated Shillong, the 4th September, 2020

Subject: Launch of E-Office in offices of Customs (Preventive) Commissionerate, Shillong on 02/09/2020.

This is for information of all taxpayers that e-Office, an application developed by the National Informatics Centre under the Ministry of Electronics and Information Technology, Govt. of India, to carry out office work electronically, has been launched in Customs (Preventive) Commissionerate, Shillong. The application is designed to establish a paperless environment in Government offices, increase efficiency, transparency, effectiveness, employee convenience and accountability and to give better services to the taxpayers.

2. It is expected that adoption of e-Office to carry out office work will bring in its wake an attitudinal shift and awareness and usher in more efficient, effective and transparent inter and intra government transactions. The process will benefit the public in terms of enhanced transparency, increased accountability, assured data security and integrity and is also expected to be a huge transformation in work culture and ethics within the department.

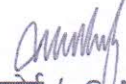
3. With launch of e-Office, taxpayers are encouraged to utilize electronic means of communication with the Department. In this regard, it may be noted that since e-Office application requires pdf files, it would be convenient if communications / letters sent to the Department by electronic means are in pdf format, better still if they are in searchable mode, for faster processing by the Commissionerate.

4. Taxpayers are also encouraged to mention their mobile number and email in their communications to facilitate immediate acknowledgement by mail and SMS through the application. They will receive the Diary Number allotted to their communications, which can be used as a reference by them while communicating with the Department in future.

5. All communications with the Department may be sent only to the designated email id as below and no other email id. Sending communication on the designated email will ensure that it is invariably attended to by the Commissionerate:

cus.shg-meg@nic.in

6. All members of the Regional Advisory Committee, Trade Associations and Chamber of Commerce in the States of Meghalaya, Tripura, Assam, Mizoram, Manipur, Nagaland and Arunachal Pradesh are requested to circulate this Trade Notice among their constituent members for wide dissemination. Difficulties faced or suggestions, if any, may be brought to notice of this office.


[जी. एम. कामेई / G. M. Kamei]
आयुक्त / Commissioner

By E-mail/Speed Post

C. No.VIII(48)04/CUS/TECH/TN-PN-SO/2020

To,

5394-105

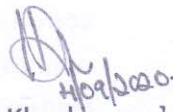
Date:

4 SEP 2020

The Members of RAC/ Trade Associations/ Chambers of Commerce in the States of Meghalaya, Tripura, Assam, Mizoram, Manipur, Nagaland and Arunachal Pradesh.

Copy for information to:-

1. The Chief Commissioner, CGST & Customs, Guwahati zone, Guwahati.
2. The Deputy/Assistant Commissioner, Customs Division, Agartala/Aizawl/Dhubri/Dimapur/Guwahati/Imphal/Karimganj/Shillong/Moreh LCS /Agartala LCS/ICD Amingaon with a request to bring to the notice of all concerned in their jurisdiction.
3. The Superintendent, Computer Cell, Customs Hqrs, Shillong for uploading the Trade Notice in the Commissionerate's website.
4. The Hindi translator, Customs Hqrs, Shillong to get issued Hindi version of this Trade Notice.
5. Guard file.


[आई आर. खरकोंगर / I. R. Kharkongor]
संयुक्त आयुक्त (तकनीकी)/Joint Commissioner (Tech)